

Deadline: June 3, 2022 by 5:00p.m. Late fee \$20.00

SYRACUSE HERITAGE DAYS 2022

1912 West 1900 South

Syracuse, Utah 84075

(801) 614-9660

Booth Space Application

Name of Organization/Company/Group/Individual: _____

Name of Authorized Representative: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: () _____ Email address: _____

Drivers License #, Tax Exempt #, or Tax ID #: _____

Booth Rental: Booth rental includes a 10X10 space. *(Frames will not be provided).*
Vendors are required to provide booths and any other equipment needed, including tables, chairs, covers or walls (for hanging purposes) etc. Booths measuring over the allotted 10x10 space must purchase additional booths according to the needed space.

10x10 Booth ☐ \$ 80.00

10x20 Booth ☐ \$160.00

10x30 Booth ☐ \$240.00

10x40 Booth ☐ \$320.00

Please check one of the following:

Tent ☐ Food Truck/Trailer ☐ (if you check this box please answer the following)

What is your length (including the tongue) : _____

What side do you need to sell from (driver or passenger side): _____

Do you have a silent generator: _____

Fee Schedule: An additional fee will be charged for access to and usage of electricity and/or water services. Electricity is limited, and vendors will be accommodated on a first-come first-serve basis. **Food trucks and trailers will be required to supply their own electricity.** Vendors will need to supply their own power cords. Additional fees are applied when requesting a roving permit.

Please check all that apply.

Electricity (1 outlet) Tents only ☐ \$15.00

Electricity (2 outlets) Tents only ☐ \$30.00

List every item the electricity will be used for and its amps: _____

Roving Permit with Booth Rental ☐ \$30.00

Roving Permit without Booth Rental ☐ \$80.00

Late Fee After June 3, 2022 ☐ \$20.00

****Badges will be provided to those who have purchased a roving permit. Vendors are not permitted to sell outside their booth space without a roving permit badge.****

Items to be sold:

List products and/or menu items to be displayed or sold during Syracuse Heritage Days. If representing a specific company or brand, please identify below. Contracted space will be assigned on the basis of this list. Once a contract is assigned, no additional items may be displayed or sold. Violations will constitute immediate cancellation of contract and all rental money paid will be forfeited to Syracuse City. The list of products below must be specific. Words such as accessories, related products, or similar descriptions are not acceptable.

List: _____

Liability of Release:

I, the undersigned, agree to indemnify and hold harmless Syracuse City Corporation their agents or employees from any and all liability for bodily injury or property damage or loss sustained by me, my agents and/or employees as a result of or arising out of the activities conducted or engaged in pursuant to this agreement. I further agree to abide by all rules and regulations pertaining to these events set forth in this document, the cover letter, or any other written or verbal directions from the directors of this event. By signing this agreement, I agree to follow all rules and guidelines set forth in this document and all other information pertaining to Syracuse Heritage Days.

Signature of Authorized Agent: _____

Date: _____

Things to Remember:

- Take your trash to the dumpsters (the trash cans are for patrons).
- Friday, June 24 check-in time 1:30 pm - 4:30pm.
- Saturday, June 25 set up time 10:00am
- Selling times are: Vendors Friday 5-9pm., Saturday 11-9pm.
Food Vendors Friday 5-10pm., Saturday 11-10pm.

Office Use Only:

10x10 Booth \$80.00 _____
10x20 Booth \$160.00 _____
10x30 Booth \$240.00 _____
10x40 Booth \$320.00 _____

Electricity, 1 Outlet \$15.00 _____
Electricity, 2 Outlets \$30.00 _____

Roving Permit with Booth \$30.00 _____
Roving Permit w/out Booth \$80.00 _____

Late Fee after June 3, 2022 \$20.00 _____

Total Fee Paid _____
Date Received/Paid _____
Received by _____

SYRACUSE HERITAGE DAYS 2022

1912 West 1900 South
Syracuse, Utah 84075

Dear Vendor:

The annual **Syracuse Heritage Days** Celebration will be held **June 20 — June 25, 2022** at Founders Park (1500 South 1900 West). This year the booths will open on Friday, June 24 from 5:00 p.m. to 9:00 p.m., with check-in time beginning at 1:30 p.m. The booths will open again on Saturday, June 25, with display/vending times from 11:00 a.m. to 9:00 p.m. All booth entries must check-in Friday, June 24 between 1:30p.m. and 4:30 p.m., booth numbers and location will be assigned to you at this time. **If you do not check in by this time, without prior permission, we have the right to turn you away and you will no longer be able to participate or receive a refund.**

Vendors will be required to comply with Utah State Tax regulations. The Tax Commission will provide tax packets for each vendor.

If you are selling food products, please be sure to contact the Davis County Health Department to obtain a *temporary food service permit* and a *food handlers permit*.

Security will be provided at night. However, Syracuse City will not be responsible for stolen/vandalized items.

Exhibits must be confined to the booth space, and not encroach on the walkways, or the vendors to the side or rear of the booth. All sales must take place from your assigned booth space, not from vehicles or campers. Roving sales will be allowed with additional fees assessed. Three representatives from each vending service will be allowed to sell from one (1) roving permit. (Special badges will be given to representatives). **Vendors may not sell along the parade route.**

Syracuse City, its agents, or employees will not be responsible for items in your booth, or your personal belongings. Please remember all city park rules must be followed including no alcohol in the park. Syracuse Heritage Days is a family celebration and nothing vulgar or suggestive will be allowed. No weapons or firearms will be approved for display, or to sell.

To cancel a booth application, a seven working day advance notice is required to receive a full refund minus a \$5.00 administration fee. If a cancellation is made with less than seven working days, only 50% of the application fee will be refunded. If cancellation is made with less than three working days, no refund will be given.

Should you have any questions regarding **Syracuse Heritage Days** events, please call the **Syracuse Community Center** at (801) 614-9660 #1. Thank you for your participation.

Sincerely,

Syracuse Parks and Recreation Staff